

PERFORMANCE MEASUREMENT COUNTIES

Advisory Meeting
April 7, 1999 @ 10:00 A.M.
DSS Training Center
1122 S Street, Delta Room
Sacramento, California

SUMMARY

1. Agenda review and welcome- Lois welcomed all members of the advisory group. Frank Andersen was introduced to the advisory group as the newest member of the taskforce.
2. Summary review—Review of the summary took place and there were no changes noted. Discussion on agendas from other meetings (CWDA, CalWORKs TRT, etc.) and the concern that the advisory group would like to have the summaries from these meetings as well as representatives from other meetings attend our advisory meetings and brief this group. CWDA has lists of TRT members available by calling 443-1749.
3. Status of Department Changes-There haven't been any changes in management since the last meeting. Tal C. Finney is still Interim Director. There may be a new director within the next couple weeks. Anne Bersinger is still Chief Deputy Director. Werner Schink is Acting Deputy Director of Program Planning and Performance Division.
4. Q5 Materials on the Internet – Hector has created and placed Q5 documents on the CDSS web page. Comments are welcome for additional ideas. Agendas and summary notes will be accessible, please check for the agendas prior to upcoming meetings. There is a 3-day turnaround time to get an item on the net.
5. Q5 Software on the Internet –(Need counties to be on workgroup) – Volunteers are; Donna Laird, Holly Hamilton, Ron Morgan, Tina Moore, volunteered by Barbara Sasaki of Santa Clara County, and Gerry Greer.
6. Tools for Calculating Work Participation Rates- Joeana has prepared a draft letter giving preliminary guidance on calculating rates. It outlines what is in federal legislation and specific guidance directly provided by the feds. Estimated release from the Department is 3-4 weeks from now. Data Builders is working on version to include into the Q5 to monitor each county rate. The data provided will not be weighted.
7. Quality Control Update – The Department managers have accepted and approved changes that will result in doing CalWorks and Food Stamp QC reviews for the Food Stamp sample starting October 1999. We are working on the details of these changes.
8. Changes for the October 1999 Sample - Hector
 - Separate Food Stamp QC and TANF data collection {No more integrated reviews} Lois discusses info on flip chart. Several counties expressed concern on the increased workload and inadequate staffing should this change impact current workloads. Lois will provide information on any increase in workload as soon as more information has been collected on which proposal will be pursued.
 - Change QC {see Frank Andersen hand-out}
 - Simplify data elements {further reduction of data elements}

9. Training for the New Q5 - Richard discussed preliminary plans to conduct training for all the changes (Simplification, Single Program etc.) the first two weeks in October 1999. As we get closer to October Richard will get input from the counties for the development of the training module.
 10. Options for Calculating Work Participation Rates – Frank shared his preliminary package on calculating the rates.
 11. San Luis Obispo Conference – Daphne discussed the upcoming conference. She stated that a letter had been released that includes details on registration, dates and hotel information. The agenda is still being finalized and Daphne asked the advisory members to provide input on the conference topics. She needs all input no later than April 23, 1999. Daphne also shared information on federal Food Stamp issues.
 12. Work Activities Transmittal – Richard shared information as a result of meetings with Barry Smith. He shared a copy of definitions on work related activities for both Food Stamps and CalWORKs. Also, new information on classes 161 and 165 which relate to Food Stamp and CalWORKs work related activities. Also, class 191 and 194 on CalWORKs sanctions and penalties were shared. Warren Ghens discusses definitions hand-out. Please provide comments on the hand-out **by FRIDAY, APRIL 9TH, 1999.**
 13. County Tapes for TANF Cases – Lois discussed the work Marietta Jubert collected on contacting counties for input and will obtain tapes for TANF cases from counties. Lois will follow-up with Marietta (not present).
 14. County Only Q5 Classes – Patti (last meeting). She has taken a promotion and will no longer participate in these monthly county meetings. Lois has asked for someone to take this over.
 15. QCIS Changes in April Release – Richard spoke of the next version noting the significant changes that are part of the release. The main change is that several warnings have been changed to fatal. The upcoming release will be on April 22nd.
 16. Data Operations Update – Pete Flores was not present to provide his monthly report.
 17. Ad Hoc Training – Data Builders provided training to the advisory group.(see hand-outs) Some of the topics discussed were Q5 Backup, Goto ReviewScreen and being able to enter the type of case number without the current federal fiscal year. Advisory members were asked to provide Data Builders with their training requests for the next meeting. Jay reinvited counties to visit their office in Temecula for follow-up training/instruction.
 18. CFAP – Pete & Lois (Pete not present) What are we using CFAP cases for? Lois is awaiting a return call to address this issue.
 19. Data Clean-up Update – Hector & Joeana - Hector will send out letter thanking counties for all the work in meeting the clean-up deadline. It has provided information to counties on some additional needs. The 3 areas which have been addressed to avoid future clean-up projects 1) Change some of the edits; 2) Definitions need to be clearer; and 3) more training. Joeana also thanked counties for their time and effort in responding to the clean-up project. A final publication will be released in late May. Joeana will be looking at FFY 98 data to see if the clean up project produced a significant change in the data.
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